

[Policy Home](#)

[Section G Index](#)
[Policy GBGB](#)

Definition of Violence:

Violence is the attempted or actual exercise of physical force against a person, or any threatening statement or behaviour that gives a person reasonable cause to believe that physical force will be used against the person.

Procedures for Dealing with Violent Incidents

- i. Pine Creek School Division will endeavor to minimize the risk of violence toward students, staff, board members and others associated with division business.. Actions to minimize risk may include but are not limited to:
 - a. Training of staff in specific crisis intervention techniques.
 - b. Development and maintenance of current discipline policies and codes of conduct.
 - c. Implementation of proactive positive behaviour initiatives.
 - d. Development of specific behaviour intervention plans for some students.
 - e. Development of appropriate policies and procedures for school security and lock-down.
- ii. Corrective action will be taken by the Division when a worker is subjected to violence by any person under the direction of the Division.
- iii. Students, employees or visitors who engage in violent behaviour may be removed from the school/worksite, and may be subject to disciplinary action up to and including the possibility of dismissal, arrest and/or criminal prosecution.
- iv. The names of the complainant and an alleged aggressor, and the circumstances relating to the complaint will not be disclosed unless this is necessary to complete the investigation or take corrective action, or is required by law.
- v. The policy will be placed on a bulletin board accessible to staff in all workplaces.
- vi. Complaint Procedure: Any person subjected to a violent incident should promptly initiate these procedures.
 - a. Submit a violent incident report in writing directly to the supervisor or appropriate administrator. In cases involving students, the report will be submitted by the supervising adult. All complaints received by principals shall be communicated immediately to the Superintendent.
 - b. The Superintendent or designate will endeavour to resolve the matter, and in doing so shall:
 - i. Verify a detailed account of the incident, including information from the victim and any witnesses.
 - ii. Take steps to ensure the immediate safety of staff and students.
 - iii. Take appropriate disciplinary action when warranted.
 - iv. In writing, inform the employee of action taken.
 - v. Provide a complete report of the incident and outcome to the Board.
 - vi. Place documentation in personnel, student, or other appropriate files.